

**SHREWSBURY TOWN COUNCIL  
OPERATIONS COMMITTEE****9 JULY 2025****Officer:** Stuart Farmer – Operations Manager**STEPPING UP TEAM UPDATE****Purpose**

To update the Council the work and implementation of the Stepping Up Team.

**Inductions and on boarding**

Following a successful recruitment process, it was decided that all new members of the stepping up team would be asked to attend an induction morning. All new recruits accepted this invitation and were present on the morning of induction. The induction was arranged for Friday 23<sup>rd</sup> May with a starting date for the team on the Following Tuesday due to the bank holiday.

The induction involved a thorough briefing of Shrewsbury Town Council, this was presented by The Deputy Town Clerk, also in attendance were the Town Clerk and both Operations Managers. Following the presentation section of the induction the team were then transported to the main Weeping Cross depot and given a brief tour of the facility as well as meeting further colleagues. They were also issued with the works uniform and PPE which allowed the team to attend ready for work on the Tuesday morning in the expected attire.

**Training**

Since the team has been in place they have undertaken several training courses including:

- Handheld Machinery training
- First Aid Training

The team are also booked on the following training in the coming months

- Manual Handling
- Chapter 8 Roadworks Signage
- Sharps Awareness

**Programme of Works**

A programme of works is currently being worked through and is given to the team leader via a spreadsheet issued by the Operations Managers when the previous work has been completed.

**Criteria of Works**

The team has a spreadsheet with all tasks that have been identified either by the staff themselves, by Councillors, by the public and of late forwarded by Shropshire Council because their team haven't the resources to do them. Each task is reviewed to determine whether;

- (i) it is the responsibility of others and if it is, they are informed
- (ii) we have the capacity and resources to undertake the work
- (iii) whether there are any timeframes that need to be considered for the work to be done (for example, working out of nesting periods, knowing when other traffic management functions are being undertaken at the same time, any embargos and whether there are clusters of work in one area). Upon that staff allocate jobs to the Stepping up Team.

### **Work Completed to Date**

Works to date have included areas that have been identified by the routes mentioned above and have received some very positive feedback from the public and business owners across the whole of Shrewsbury, some of the works have included

- Castle Walk Cycle Path
- Sparrow Lane footpath
- Black Bridge Footpath
- Cycle Path by Monkmoor Police Station
- Graffiti Cleaning

This list is by no means exhaustive, it is believed that the team have now carried out some work in all seventeen wards of Shrewsbury.

Before and after photographs of tasks are taken, a selection of these are shared on the Town Councils social media posts, once again these receive welcoming comments and praise for completing the works.

As well as these bigger jobs the members of the team who are rostered to work at the weekend also undertake a litter pick of high footfall Town centre areas when time allows. This has been very well received by residents and users alike, during the first weekend of operations, thirty bags of litter were collected from across the Town Centre.

The team should be commended for the work they have already achieved and the general can-do attitude of all to get these tasks completed.

### **RECOMMENDATIONS**

**That the contents of the report are noted.**